

NEVADA GEAR UP PROGRAM Subgrantee Timeline for School Year 2012-2013 (FY13)

ALL Annual Performance Report (APR) data must be current by March 16, 2013

| Date Due | Data Entry Items |
|--|---|
| September 1, 2012 - February 29, 2013 | Student and Parent Surveys |
| September 1, 2012 - March 16, 2013 | In-Kind Money |
| No later than March 16, 2013 | All APR Data Items |
| Ongoing: September 1, 2012 -June 8, 2013 | Staff Members |
| Ongoing: September 1, 2012 -June 8, 2013 | Update Continuing Student Records |
| Ongoing: September 1, 2012 -June 8, 2013 | Project Services / Activities (All types) |

| Date | Fiscal Items and Training |
|---|--|
| September 1, 2012 | FY13 Subgrant Start Date |
| November 2012 - Northern Nevada - TBA November 2012 - CCSD and Pahrump - TBA | FY13 GEAR UP Training |
| October 2012 – May 2013 | FY 13 Subgrant Technical Assistance/ Compliance Review School Site Visits |
| November 30, 2012 | FY12 Subgrant Final Reports Due |
| January or February 2013 (Date TBD) | FY13 Spring GEAR UP Training: Northern & Southern Nevada |
| June 8, 2013 | FY13 In-kind documents to district office for verification |
| June 30, 2013 | FY13 In-kind documents to NDE office |
| August 15, 2013 (Final) | FY13 Subgrant Final Amendments |
| August 31, 2013 | FY13 Subgrant End Date |
| September 1, 2013 | FY14 Subgrant No Cost Extension Start Date |
| November 30, 2013 | FY13 Final Reports Due |

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GEAR UP TIMELINE CHECKLIST FY13 Northern Nevada

| STUDENT INFORMATION | Date Completed | |
|--|-------------------|--|
| STUDENT INTAKE INFORMATION - Validated by November 30, 2012 | | |
| Verify Student Name and Student ID | | |
| Verify that all Active GEAR UP students are shown in the database | | |
| CURRENT YEAR INFORMATION | | |
| Individualized Learning/Academic Plan: Enter Date Created | | |
| Verify Grade Level | | |
| Advanced Courses Enrolled in: Math, English, Science – Yes or No - November 30, 2012 | | |
| Currently Performing At or Above Grade Level – Math and English – By February 8, 2013 Enter at end of fall semester ONLY | | |
| High 5 or More Unexcused absences - during the first 2 quarters of the school year. Enter at end of fall semester ONLY by February 28, 2013 | | |
| Math Courses (Pre-Algebra, Algebra I) | | |
| Middle School Tests FY 12: CRT's – June 2013 | NDE | |
| SERVICES PROVIDED TO STUDENTS Entry required by March 15, 2013 and Spring services by June 7, 2013 | | |
| Tutoring/homework assistance | | |
| Rigorous academic curricula | | |
| Comprehensive mentoring | | |
| Counseling/advising/academic planning/career counseling | | |
| Financial Aid Counseling/advising | | |
| College visit/college student shadowing | | |
| Job site visit/job shadowing | | |
| Summer programs | | |
| Educational field trips | | |
| Workshops | | |
| Family events | | |
| SERVICES/ACTIVITIES PROVIDED TO PARENTS | | |
| PARENT CONTRACT/AGREEMENTS: Date signed – ongoing until 100% is achieve | d | |
| Entry required by March 15, 2013 - Spring services by June 7, 2013 | | |
| Workshops on college preparation/financial aid | | |
| Counseling/advising | | |
| Family events | | |
| College visits | | |

| Other (please specify) | | |
|---|--|--|
| SURVEY INFORMATION – Surveys are required for each school year | | |
| Student Surveys: 90% November to February 28, 2013 | | |
| Parent Surveys: 60% November to February 28, 2013 | | |
| SERVICES PROVIDED TO TEACHERS: Entry required by March 15, 2013 - Spring services by June 7, 2013 | | |
| STAFF MEMBERS - Ongoing Add new staff as appropriate. Include Position, Name and Source of Funding | | |
| Name of in-service, number of teachers who participated in GEAR UP sponsored Professional Development, and the hours of the activity | | |
| IN-KIND MONEY: Should be entered at the same time that activities are entered. Deadlines for entry are March 15, 2013 - Spring services by June 7, 2013 | | |
| Staff – CCSD and NCSD District offices complete in-kind for staffing. Other schools need to | | |
| enter for their school site. | | |
| Each school is responsible for entering in-kind for services provided. | | |
| When entering activities in the services section, be on the look out for in-kind opportunities. | | |

Other – entered at school site. Some examples may include: discounts on food, staff extra time, contributions from community (time, guest speakers), and parent time. See GEAR UP

Contacts:

glossary for guidelines.

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